



# 1998 Progress Reports

Community Oriented Policing Services

[www.usdoj.gov/cops/](http://www.usdoj.gov/cops/)

## COPS Officer Aggregate Progress Report

*Affix Label Here*

Reporting Period:	January 1, 1998 - December 31, 1998
Last Day of the Reporting Period:	December 31, 1998
Due Date (postmarked by):	February 15, 1999

*If your department has not yet hired any or all of the officers awarded under your COPS grant(s), please complete page one of this report and return the entire report(s) to Vistrionix, Inc.*

United States Department of Justice  
Office of Community Oriented Policing Services  
Joseph E. Brann, Director

## Officer Progress Report

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The following report will assist the COPS Office in assessing the administration of COPS grants and the implementation of community policing. If you have any questions regarding this report, please contact the U.S. Department of Justice Response Center at 1-800-421-6770.

**U.S. Department of Justice, COPS Office**  
Attn: Hiring Progress Reports, 5th floor  
1100 Vermont Avenue, NW  
Washington, DC 20530



**U.S. Department of Justice**  
Office of Community Oriented Policing Services  
Internet web site: <http://www.usdoj.gov/cops/>

Updated: 23 November 1998

Rpt-apr-001

# Identifying Information

Name of person completing this form: \_\_\_\_\_

Title: \_\_\_\_\_

Signature (required): \_\_\_\_\_

Name of department or agency: \_\_\_\_\_

ORI number and/or Grant number: \_\_\_\_\_

State: \_\_\_\_\_

FAX number: \_\_\_\_\_ Phone number: \_\_\_\_\_

Email address (if applicable): \_\_\_\_\_

Date report completed: \_\_\_\_\_

*You are required to report on all COPS funded officers awarded under your COPS hiring grant(s). Please note the grant number indicated on the identification label located on the front of this report to determine which of your hiring grants this report is asking you to report on. \* If your department has been awarded a Phase I grant, please note that the officers awarded under the Phase I grant must be reported on separate Officer Progress Reports.*

1. How many Officers will you be reporting on for this reporting period?  
(January 1, 1998 – December 12, 1998) \_\_\_\_\_ Officers
2. If your agency has not hired all your COPS hiring grant funded officers, please tell us when you plan to do so. Please provide the **number** of officers your agency anticipates hiring for the following time frames:  
\_\_\_\_ within one month  
\_\_\_\_ within three months  
\_\_\_\_ within six months  
\_\_\_\_ other (please indicate time)

## Officer Characteristics



*The following questions refer only to the officers awarded by the COPS Office.*

3. Please indicate the number of officers that are:

\_\_\_\_\_ A new entry level officer

\_\_\_\_\_ A rehired former officer

\_\_\_\_\_ An officer hired through lateral entry from another police department

4. What is the number of hired/rehired officers that fall within the following age ranges:

\_\_\_\_\_ 18yrs-21yrs      \_\_\_\_\_ 22yrs-25yrs      \_\_\_\_\_ 26yrs-30yrs

\_\_\_\_\_ 31yrs-35yrs      \_\_\_\_\_ 36yrs-40yrs      \_\_\_\_\_ 41yrs & over

5. Please indicate the number of officers who are:

\_\_\_\_\_ Male      \_\_\_\_\_ Female

6. Please indicate the number of officers who have military veteran status:

\_\_\_\_\_ Prior military service

7. Please indicate the highest level of education the officers completed by entering a sum for each of the following categories:

\_\_\_\_\_ Did not graduate from high school

\_\_\_\_\_ High school graduate or equivalent

\_\_\_\_\_ Less than two years of college

\_\_\_\_\_ Associate's degree of two years of college

\_\_\_\_\_ More than two years of college, but no 4-year degree

\_\_\_\_\_ Four-year collage degree

\_\_\_\_\_ Some graduate work

\_\_\_\_\_ Master's degree

\_\_\_\_\_ Law or doctorate degree

8. In the spaces provided, please indicate the number of officers who were given the following departmental assignment(s). The assignment selected should best characterize their duty assignment during this reporting period (January 1, 1998 – December 31, 1998). Select **only** the category in which the officer(s) spent the **most** time.

\_\_\_\_\_ Recruit training (as a recruit/student)  
\_\_\_\_\_ Patrol (include time spent in field training)  
\_\_\_\_\_ Investigations  
\_\_\_\_\_ Juvenile  
\_\_\_\_\_ Community relations/crime prevention/community policing unit  
\_\_\_\_\_ Tactics/special problems squad  
\_\_\_\_\_ Other field operations unit  
\_\_\_\_\_ Training (as a instructor)  
\_\_\_\_\_ Crime analysis, research development  
\_\_\_\_\_ Other administrative or support unit  
\_\_\_\_\_ Other (specify)\_\_\_\_\_

9. Based on the duty assignments identified in the previous questions, which of the following were part of the officers' routine responsibilities during the reporting Period (January 1, 1998 – December 31, 1998)? Check **all** that apply.

- ☐ Answer routine calls for service
- ☐ Conduct traffic enforcement
- ☐ Conduct follow-up investigations
- ☐ Make door-to-door contacts in neighborhoods
- ☐ Develop familiarity with community leaders in area of assignment
- ☐ Assist in organizing community
- ☐ Teach residents how to address community problems
- ☐ Work regularly with community groups
- ☐ Enforce civil and code violations in the area
- ☐ Work with other local government agencies to solve neighborhood problems
- ☐ Conduct surveys in area of assignment
- ☐ Released from routine response duties to work on special problems
- ☐ Work on special enforcement task force
- ☐ Conduct specially focused patrol operations in response to a specific problem

## Time Line Data

All of the questions in this section ask for a numerical answer. Please provide the total number of COPS funded officers, you have hired, that apply to each question. When the option is available and the event did not occur during this reporting period (January 1, 1998 – December 31, 1998), please check the “Event did not occur during this reporting period” box.

10. For this reporting period, how many officers were hired?  
\_\_\_\_\_ ☐ Event did not occur during this reporting period.
11. For this reporting period, how many officers have begun recruit training?  
\_\_\_\_\_ ☐ Event did not occur during this reporting period.
12. For this reporting period, how many officers have completed recruit academy training?  
\_\_\_\_\_ ☐ Event did not occur during this reporting period.
13. For this reporting period, how many officers have been sworn in?  
\_\_\_\_\_ ☐ Event did not occur during this reporting period.
14. For this reporting period, how many officers have begun probationary employment status?  
\_\_\_\_\_ ☐ Event did not occur during this reporting period.
15. For this reporting period, how many officers have completed probationary employment status?  
\_\_\_\_\_ ☐ Event did not occur during this reporting period.
16. For this reporting period, what were the average amount of hours devoted to training in community policing, during the recruiting period? *Do not include time assigned to field training officers.*  
\_\_\_\_\_ ☐ Event did not occur during this reporting period.

17. For this reporting period, what was the average number of hours of in-service training on policing topics that the officers received during this reporting period? *Do not include recruit training or training with field training officers.*

\_\_\_\_\_ ☐ Event did not occur during this reporting period.

18. For this reporting period, how many officers have been deployed to a non-community policing assignment?

\_\_\_\_\_ ☐ Event did not occur during this reporting period.

19. Please provide the number of officers who have had their employment or sworn Status terminated during this reporting period. *A numerical entry here means you will not report on the officer(s) in subsequent reports.*

\_\_\_\_\_ ☐ Event did not occur during this reporting period.

20. If the officer(s) employment or sworn status was terminated during this reporting period, please indicate the number of officers that fall into the following conditions of termination. *Complete this item only if there was a numerical entry for question number 19.*

\_\_\_\_\_ Resignation or retirement  
\_\_\_\_\_ Performance inadequacy (department decision)  
\_\_\_\_\_ Disciplinary (department decision)  
\_\_\_\_\_ Death or injury  
\_\_\_\_\_ Other \_\_\_\_\_

Please return completed report to:

**U.S. Department of Justice  
Office of Community Oriented Policing  
Progress Report Control Desk, 5th floor  
1100 Vermont Avenue, NW  
Washington, DC 20530**

If you have any further questions regarding this report, please contact your Grant Advisor by calling 1-800-421-6770.

## Paperwork Reduction Act Notice

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The public reporting burden for this collection of information is estimated to be up to one hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing the burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 1100 Vermont Avenue, NW, Washington, DC 20530; and to the Public Use Reports Project, 1103-0030, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

Respondents are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number of this collection of information is 1103-0030. Expiration 6/2001.